



Washington State Auditor's Office

Troy Kelley

Integrity • Respect • Independence

Accountability Audit Report

City of Mattawa

Grant County

For the period January 1, 2012 through December 31, 2013

Published December 29, 2014

Report No. 1013338





Washington State Auditor Troy Kelley

December 29, 2014

Mayor and City Council
City of Mattawa
Mattawa, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for City operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

The attached comprises our report on the City's compliance and safeguarding of public resources. Our independent audit report describes the overall results and conclusions for areas we examined. We appreciate the opportunity to work with your staff and we value your cooperation during the audit.

Sincerely,

TROY KELLEY
STATE AUDITOR

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AUDIT SUMMARY

Results in brief

In the areas we audited, City operations complied with applicable requirements and provided adequate safeguarding of public resources. The City also complied with state laws and regulations and its own policies and procedures in the areas we examined.

About the audit

This report contains the results of our independent accountability audit of the City of Mattawa from January 1, 2012 through December 31, 2013.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

Our audit involved performing procedures to obtain evidence about the City's uses of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. The following areas were examined during this audit period:

- Procurement and public contracting compliance
- Disbursements, travel expenses, and credit card payments.

STATUS OF PRIOR AUDIT FINDINGS

The status of findings contained in the prior years' audit reports of the City of Mattawa is provided below:

1. The City of Mattawa's Police Department does not have adequate controls to safeguard property held in its custody and over citations issued.

Report No. 1009738, dated December 7, 2012

Background

Our review of the Police Department noted areas of concern in the following areas:

Police evidence

Law enforcement agencies operate property rooms to safeguard evidence and other properties in their possession. The controls in place were not adequate to safeguard police evidence and property evidence was not kept in a secured room, not all evidence was properly tagged, and evidence was not identified with the associated case number.

Police citations

The Police Department issues traffic and criminal citations. When a citation is issued, one copy goes to the offender, one copy goes to the Police Chief and the other two copies are sent to the County Court. Our audit determined the Police Department did not have written internal control procedures to account for citations issued; it did not have documentation to show citations were submitted to the courts within 48 hours as required by state law, nor did it perform monthly audits of citations, as required by state law.

Status

The conditions reported during the prior audit have been resolved. The Police Department shows signs of improved accountability and organization, including implementing improved internal controls. The Department has demonstrated adequate controls and processes over evidence and citations.

RELATED REPORTS

Financial

Our opinion on the City's financial statements is provided in a separate report, which includes the City's financial statements.

INFORMATION ABOUT THE CITY

The City of Mattawa, incorporated in 1958, serves approximately 3,395 Grant County citizens. The City provides public safety, street improvement, parks and recreation and general administrative services, as well as fire protection and health services through contracts with other entities. In addition, the City owns and operates a water and waste water treatment system.

An elected, seven-member City Council and a separately elected Mayor govern the City. The Council appoints management to oversee the City's daily operations as well as its 12 employees. For 2012 and 2013, the City operated on annual budgets of approximately \$3.3 million and \$2.8 million, respectively.

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Information current as of report publish date.

Audit history

You can find current and past audit reports for the City of Mattawa at <http://portal.sao.wa.gov/ReportSearch>.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

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